



JONATHAN E. FIELDING, M.D., M.P.H.  
Director and Health Officer

JONATHAN E. FREEDMAN  
Chief Deputy Director

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BOARD OF SUPERVISORS

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## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

34 June 12, 2012

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

June 12, 2012

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO ACCEPT TWO NOTICES OF AWARD FROM THE CENTERS FOR DISEASE  
CONTROL AND PREVENTION FOR THE PERIOD OF JANUARY 1, 2012 THROUGH DECEMBER  
31, 2012; AND APPROVE TWENTY FOUR NEW POSITIONS  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Request approval to accept two Notices of Award from the Centers for Disease Control and Prevention; and approve 24 new positions, subject to allocation.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Director of the Department of Public Health (DPH), or his designee, to accept the following Notices of Award (NA) from the Centers for Disease Control and Prevention (CDC) to support the Comprehensive HIV Prevention Project for Health Departments (CHPP Project): a) NA Number 1U62PS003680-01 (Exhibit I) in the amount of \$7,495,775, which represents 50 percent of the anticipated \$14,991,550 total funding for Category A (HIV Prevention Core Funding) and Category B (Expanded HIV Testing) for the period of January 1, 2012 through December 31, 2012; and b) NA Number 1U62PS003680-01 REVISED (Exhibit II), in the amount of \$1,665,227, which represents 100 percent of the total funding for Category C (Demonstration Projects to Implement and Evaluate Innovative, High Impact HIV Prevention Interventions and Strategies) for the period of March 1, 2012 through December 31, 2012, for a combined total award of \$9,161,002.
2. Delegate authority to the Director of DPH, or his designee, to accept future awards and/or amendments that are consistent with the requirements of NA 1U62PS003680-01 and NA 1U62PS003680-01 REVISED that provide the balance of the base award for grant year 2012; extend

the term through December 31, 2017; reflect non-material and/or ministerial revisions to the award's terms and conditions; allow for the rollover of unspent funds and/or redirection of funds; adjust the term of the award through June 30, 2018; and/or provide an increase or decrease in funding up to 25 percent above or below each grant term's annual base amount, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

3. Approve 24 new full-time equivalent (FTE) positions, identified in Exhibit III, in excess of that which is provided for in the DPH staffing ordinance pursuant to Section 6.06.020 of the County Code, and subject to allocation by the CEO. These positions will be 100 percent funded by the CDC grant.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the CHPP Project is to support the implementation of comprehensive HIV prevention programs that focus on achieving maximum impact on reducing new HIV infections. The CHPP Project replaces the previous CDC HIV/AIDS Prevention Cooperative Agreement and the Expanded HIV Testing for Disproportionately Affected Populations Grant and focuses on addressing the national HIV epidemic by: reducing new infections, identifying new infections utilizing HIV surveillance, increasing access to care, enhancing linkages to care, improving health outcomes for people living with HIV, and promoting health equity.

The CHPP Project includes three categories: Category A (HIV Prevention Core Funding), includes seven required core service components: HIV testing, prevention with positives, policy initiatives, condom distribution, jurisdictional HIV prevention planning, capacity building/technical assistance and program planning, and monitoring and evaluation. Category B (Expanded HIV Testing for Disproportionate Populations), includes the following required core service components: HIV testing in healthcare settings, capacity building and program planning, and monitoring and evaluation. Category C (Demonstration Projects to Implement and Evaluate Innovative, High Impact HIV Prevention Interventions and Strategies), includes the following required five core service components: structural, behavioral, and/or biomedical interventions; innovative testing activities that increase identification of undiagnosed HIV infections and/or improve the cost effectiveness of HIV testing activities; enhanced linkage to and retention in care for persons with new and prior diagnosis of HIV infection; advanced use of technology (e.g. internet, partner services); and programmatic and epidemiologic use of CD4, viral load and other surveillance data to assess and reduce HIV transmission risk.

Approval of Recommendation 1 will allow DPH to accept funding from the CDC to enhance DPH's capacity to strengthen geographic targeting of resources to support the highest-impact HIV prevention strategies (e.g. HIV testing, Post Exposure Prophylaxis services), expand partner services and other evidence-based effective interventions, refer and link HIV-positive persons to medical care and other essential services, and increase program monitoring and accountability.

Approval of Recommendation 2 will allow DPH to accept future awards and/or amendments that are consistent with the requirements of the CDC awards to provide the balance of the base award for grant year 2012; extend and/or adjust the term of the award; reflect non-material revisions to terms and conditions; rollover unspent funds and/or redirect funds; and/or provide an increase or decrease in funding up to 25 percent above or below each grant term's annual base amount. This recommended action will enable DPH to accept awards and/or amendments that adjust the project period up to six months beyond the original term, in those instances where there has been an unanticipated extension in the term to allow additional time to complete services and utilize grant funding. This authority is being requested to enhance DPH's efforts to expeditiously maximize grant

revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

Accepting these funds will enable DPH to strengthen geographic targeting of resources to support the highest-impact HIV prevention strategies, enforcing DPH's commitment to provide evidence-based effective HIV prevention using scalable, cost-effective interventions with demonstrated potential to reduce new infections. The funds will assist DPH in its efforts to reduce HIV transmission by enhancing and strengthening DPH's capacity to: 1) focus HIV prevention efforts in communities and local areas where HIV is most heavily concentrated to achieve the greatest impact in decreasing the risks of acquiring HIV; 2) increase HIV testing; 3) expand delivery of partner services for people recently diagnosed with HIV or other STDs; 4) increase access to care and improve health outcomes for people living with HIV by linking them to continuous and coordinated quality care and medical, prevention, and social services; 5) increase awareness and educate communities about the threat of HIV and how to prevent it; 6) expand targeted efforts to prevent HIV infection using a combination of effective, evidence-based approaches, including delivery of integrated and coordinated biomedical, behavioral, and structural HIV prevention interventions; and 7) reduce HIV-related disparities and promote health equity.

Approval of Recommendation 3 will authorize DPH to fill 24 positions: 13 Public Health Investigators; four Supervising Public Health Investigators; three Staff Analyst, Health; two Research Analyst III; one Information Systems Analyst II; and one Public Information Representative to support and implement the Los Angeles County CHPP Project and meet the grant's goals and objectives.

### **Implementation of Strategic Plan Goals**

The recommended actions support Goal 3, Integrated Services Delivery, of the County's Strategic Plan.

### **FISCAL IMPACT/FINANCING**

The total amount of NA Number 1U62PS003680-01 for the period of January 1, 2012 through December 31, 2012 is \$7,495,775. This amount is comprised of \$6,266,540 in Category A funds, and \$1,229,235 in Category B funds. The total amount of NA Number 1U62PS003680-01 REVISED for the period of March 1, 2012 through December 31, 2012 is \$1,665,227 in Category C funds.

These funds will support DPH's personnel and operating expenses as well as contractual costs.

Funding is included in DPH's fiscal year 2012-13 Recommended Budget and will be requested in future FYs as necessary.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In July 2011, the CDC released Funding Opportunity Announcement (FOA) Number PS12-1201 for Comprehensive HIV Prevention Programs for Health Departments. The FOA was limited to health departments or their Bona Fide Agents. On September 13, 2011, DPH submitted its application in response to the FOA. On December 29, 2011, DPH was notified of its partial award for Categories A and B. The CDC is currently operating under Continuing Resolution Authority and, as a result, the total available funding for the 12-month budget period is contingent on the approval of the Congressional appropriations bill. When a final CDC budget is adopted by Congress and signed by the President, DPH will receive the grant notice for the remainder of the award. On February 29, 2012, DPH was notified of its award for Category C.

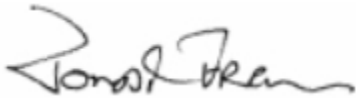
DPH currently supports 64 HIV/AIDS Prevention Services Agreements (Health Education/Risk Reduction Services and HIV Testing Services). Under the new CHPP funding, DPH will be required to restructure the HIV prevention portfolio to meet CDC's new core services requirement that at least 75 percent of this funding is used for CDC required interventions, which include HIV testing, linkages to care, partner services, condom distribution, and prevention for positives. Therefore, DPH will conduct a solicitation for these services, and will return to your Board to seek approval to enter into new contracts with the selected agencies that meet the requirements for the provision of HIV prevention services consistent with the CDC CHPP Project funding.

County Counsel has approved Exhibits I and II as to use. Exhibit III is a list of the requested County personnel items. Attachment A is the Grant Management Statement for grants exceeding \$100,000.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of these actions will allow expansion of critical HIV prevention strategies to reduce new HIV infections and increase the identification of individuals already infected in order to link them to medical care in Los Angeles County.

Respectfully submitted,



JONATHAN E. FIELDING, M.D., M.P.H.

Director and Health Officer

JEF:jl  
#02213

Enclosures

c: Chief Executive Officer  
Acting County Counsel  
Executive Officer, Board of Supervisors



**Grant Number:** 1U62PS003680-01

**Principal Investigator(s):**  
**MARIO PEREZ**

**Project Title:** PS12-1201 COMPREHENSIVE HIV PREVENTION PROJECT FOR HEALTH DEPTS

**MICHAEL GREEN  
COUNTY OF LOS ANGELES PUBLIC HEALTH DEPT.  
600 S. COMMONWEALTH AVENUE, 10TH FLOOR  
LOS ANGELES, CA 90005**

**Award e-mailed to: [tduenas@ph.lacounty.gov](mailto:tduenas@ph.lacounty.gov)**

**Budget Period:** 01/01/2012 – 12/31/2012  
**Project Period:** 01/01/2012 – 12/30/2017


**Dear Business Official:**

The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$7,495,775 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to LOS ANGELES DEPARTMENT OF PUBLIC HEALTH in support of the above referenced project. This award is pursuant to the authority of 307,317K2 PHSA,42USC241,247BK2,PL108 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Sincerely yours,  
  
SHIRLEY WYNN

SHIRLEY WYNN  
Grants Management Officer  
Centers for Disease Control and Prevention

Additional information follows

**Award Calculation (U.S. Dollars)**

Salaries and Wages	\$1,609,943
Fringe Benefits	\$916,123
Personnel Costs (Subtotal)	\$2,526,066
Supplies	\$156,438
Travel Costs	\$11,499
Other Costs	\$18,528
Consortium/Contractual Cost	\$4,558,072

Federal Direct Costs	\$7,270,603
Federal F&A Costs	\$225,172
Approved Budget	\$7,495,775
Federal Share	\$7,495,775
<b>TOTAL FEDERAL AWARD AMOUNT</b>	<b>\$7,495,775</b>

**AMOUNT OF THIS ACTION (FEDERAL SHARE)** **\$7,495,775**

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

02	\$14,991,550
03	\$14,991,550
04	\$14,991,550
05	\$14,991,550

**Fiscal Information:**

CFDA Number: 93.940  
 EIN: 1956000927A1  
 Document Number: UPS003680A

IC	CAN	2012	2013	2014	2015	2016
PS	9213704	\$6,266,540	\$14,991,550	\$14,991,550	\$14,991,550	\$14,991,550
PS	921Z9HC	\$1,229,235				

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
1	\$7,495,775	\$7,495,775
2	\$14,991,550	\$14,991,550
3	\$14,991,550	\$14,991,550
4	\$14,991,550	\$14,991,550
5	\$14,991,550	\$14,991,550

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project

**CDC Administrative Data:**

PCC: / OC: 4141 / Processed: ERAAPPS 12/29/2011

**SECTION II – PAYMENT/HOTLINE INFORMATION – 1U62PS003680-01**

For payment information see Payment Information section in Additional Terms and Conditions.

**INSPECTOR GENERAL:** The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhs tips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they

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### **SECTION III – TERMS AND CONDITIONS – 1U62PS003680-01**

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

This award is funded by the following list of institutes. Any papers published under the auspices of this award must cite the funding support of all institutes.

National Center For Hiv, Viral Hepatitis, Stds And Tb Prevention (PS)

#### **Treatment of Program Income: Additional Costs**

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### **SECTION IV – PS Special Terms and Conditions – 1U62PS003680-01**

\*\*\*\*\*ORIGINAL AWARD TERMS AND CONDITIONS\*\*\*\*\*

Funding Opportunity Announcement (FOA) Number: PS12-1201  
Award Number: 1 U62 PS003680-01 (Grantee: LOS ANGELES COUNTY PUBLIC HEALTH DEPT )

NOTE 1. INCORPORATION: Funding Opportunity Announcement Number PS12-1201 entitled, Comprehensive HIV Prevention Programs for Health Departments, application dated 9/13/2011, as amended, budget discussion conference call dated 12/1/2011, and revised budget dated 12/5/2011, are made a part of this New Non-Research award by reference.

NOTE 2A. FY 2012 APPROVED FUNDING: CDC is operating under a continuing resolution and as a result the total available funding for the FY2012 twelve month budget period (January 1, 2012, through December 31, 2012), is contingent on the approval of the Congressional appropriations bill. Your anticipated 12-month funding amount is \$14,991,550 (Categories A and B, Financial Assistance). Funds will be awarded as follows:

CATEGORY A (HIV PREVENTION CORE FUNDING): \$12,533,080  
CATEGORY B (EXPANDED HIV TESTING): \$2,458,470

The amounts reflected are subject to change, based on availability of funds. This Notice of Award reflects 50% of your anticipated total 12-month funding.

NOTE 2B. DIRECT ASSISTANCE: A personnel category for Direct Assistance in the amount of is awarded for the period covering January 1, 2012, through September 30, 2012.

NOTE 3A. RESPONSE TO TECHNICAL REVIEW: Attached to this Notice of Cooperative Agreement award is a copy of the Technical Review (TR). The TR of your application may include action items and recommendations that require a response. The due date for response to the action items and recommendations cited in the TR is: February 1, 2012. All responses to the TR must be electronically submitted as a PDF (Portable Document Format) to the CDC Technical Review Mailbox, TRPGO@CDC.GOV and a courtesy copy to your Grants Management Specialist and Project Officer listed below. The email should reference the FOA and Award Number listed above, and the response should include a signed cover letter signed by the key staff named on this award.



**NOTE 3B. REVISED BUDGET SPECIAL CONDITION:** By February 1, 2012, the grantee must **EXHIBIT I** submit a revised budget with narrative justification and work plan. Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you must submit a letter explaining the reason and state the date by which the Grants Management Officer NOTed in Section IV. Staff Contacts will receive the information.

**NOTE 4. INDIRECT COSTS:** Indirect costs are approved based on the Cost Allocation Plan dated 05/10/2011, which calculates indirect costs at a rate of 10% of Total Direct Salaries and Wages, including Fringe Benefits.

**NOTE 5. HIV PROGRAM REVIEW PANEL REQUIREMENT:** All written materials, audiovisual materials, pictorials, questionnaires, survey instruments, websites, educational curricula and other relevant program materials have to be reviewed and approved by an established program review panel. A list of reviewed materials and approval dates must be submitted to the CDC Grants Management Specialist.

Web page notices must be used on websites to alert individuals who may be searching or browsing the web. The certification, Assurance of Compliance, with this requirement must be signed and returned to the Procurement and Grants Office. Not complying with these requirements will result in restrictions or disallowance of funds related to the use of the unapproved materials and related staff activities.

**NOTE 6. RAPID HIV TESTING, CLIA:** For projects involving rapid HIV testing, the grantee must comply with CLIA requirements and all relevant state and local regulations applicable to rapid HIV testing at the venues proposed.

**NOTE 7. REQUIRED CDC-SPONSORED TRAVEL:** Grantee must ensure that appropriate Health Department and Community representatives attend required CDC-sponsored meetings and trainings. Grantees under this program are required to send at least 3 key staff to attend the 4-day Grantee Orientation meeting scheduled in 2012. Details on this meeting will follow.

**NOTE 8. RENT OR SPACE COSTS:** Recipients are responsible for ensuring that all costs included in this proposal to establish billing or final indirect cost rates are allowable in accordance with the requirements of the Federal award(s) to which they apply and 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87). The recipient also has a responsibility to ensure sub-recipients expend funds in compliance with federal laws and regulations. Furthermore, it is the responsibility of the recipient to ensure rent is a legitimate direct cost line item which the recipient has supported in current and/or prior projects and these same costs have been treated as indirect costs that have not been claimed as direct costs. If rent is claimed as direct cost, the recipient must provide a narrative justification which describes their prescribed policy to include the effective date to the assigned Grants Management Specialist NOTed in Section IV. Staff Contacts.

#### **NOTE 9. REPORTING REQUIREMENTS:**

##### **A. ANNUAL FINANCIAL STATUS REPORT (FSR, SF 269 or SF 269A)/FEDERAL FINANCIAL REPORT (FFR):**

Disclaimer: As of February 2011, existing Financial Status Report (FSR) requirements will soon be replaced with the new Federal Financial Reporting (FFR) requirements. However, until informed FSR requirements will remain in effect.

1) **ANNUAL FINANCIAL STATUS REPORT:** The Annual Financial Status Report (FSR) is required and must be submitted 90 days after the end of each budget period. The FSR for this budget period is due to the Grants Management Specialist by March 31, 2013. Reporting timeframe is January 1, 2012, through December 31, 2012. The FSR should only include those funds authorized and disbursed during the timeframe covered by the report. If the FSR is not finalized by the due date, an interim FSR must be submitted, marked ?NOT FINAL,? and an amount of un-liquidated obligations should be annotated to reflect unpaid expenses. Electronic versions of the form can be downloaded into Adobe Acrobat and completed on-line by reviewing, <http://www.whitehouse.gov/omb/grants/sf269a.pdf> (short form).

Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to





the OMB have instituted laws, policies and directives that govern the creation and implementation of federal information security practices that pertain specifically to grants and contracts. The current regulations are pursuant to the Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 Pub. L. No. 107-347. EXHIBIT I

FISMA applies to CDC grantees only when grantees collect, store, process, transmit or use information on behalf of HHS or any of its component organizations. In all other cases, FISMA is not applicable to recipients of grants, including cooperative agreements. Under FISMA, the grantee retains the original data and intellectual property, and is responsible for the security of this data, subject to all applicable laws protecting security, privacy, and research. If and when information collected by a grantee is provided to HHS, responsibility for the protection of the HHS copy of the information is transferred to HHS and it becomes the agency's responsibility to protect that information and any derivative copies as required by FISMA. For the full text of the requirements under Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 Pub. L. No. 107-347, please review the following website:  
[http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=107\\_cong\\_public\\_laws&docid=f:publ347.107.pdf](http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=107_cong_public_laws&docid=f:publ347.107.pdf)

#### C. FEDERAL FUNDING ACCOUNTABILITY and TRANSPARENCY (FFATA):

(X) FFATA DOES APPLY. THE GRANTEE MUST FOLLOW THIS SECTION

( ) FFATA DOES NOT APPLY ? THE GRANTEE MAY SKIP THIS SECTION

Pursuant to A-133 (see ? \_\_\_.205(h) and ? \_\_\_.205(i)), a grant sub-award includes the provision of any commodities (food and non-food) to the sub-recipient where the sub-recipient is required to abide by terms and conditions regarding the use or future administration of those goods. If the sub-awardee merely consumes or utilizes the goods, the commodities are not in and of themselves considered sub-awards.

In accordance with 2 CFR Chapter 1, Part 170 REPORTING SUB-AWARD AND EXECUTIVE COMPENSATION INFORMATION, Prime Awardees awarded a federal grant are required to file a FFATA sub-award report by the end of the month following the month in which the prime awardee awards any sub-grant equal to or greater than \$25,000.

##### 1. Reporting of first-tier subawards.

**Applicability.** Unless you are exempt as provided in paragraph D. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111?5) for a subaward to an entity (see definitions in paragraph E. of this award term).

**Where and when to report.** You must report each obligating action described in paragraph A.1. of this award term to <http://www.fsrs.gov>.

For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010).

**What to report.** You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

##### 2. Reporting Total Compensation of Recipient Executives.

**Applicability and what to report.** You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if:

i. The total Federal funding authorized to date under this award is \$25,000 or more;

ii. In the preceding fiscal year, you received:

(a) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(b) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and EXHIBIT I

iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>).

Where and when to report. You must report executive total compensation described in paragraph A.1. of this award term:

- i. As part of your registration profile at <http://www.ccr.gov>.
- ii. By the end of the month following the month in which this award is made, and annually thereafter.

### 3. Reporting of Total Compensation of Subrecipient Executives.

Applicability and what to report. Unless you are exempt as provided in paragraph D. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if:

In the subrecipient's preceding fiscal year, the subrecipient received:

- (a) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
- (b) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>).

Where and when to report. You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

To the recipient, by the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

4. Exemptions: If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report: Subawards and the total compensation of the five most highly compensated executives of any subrecipient.

5. Definitions. For purposes of this award term:

- a. Entity means all of the following, as defined in 2 CFR part 25:
  - i. A Governmental organization, which is a State, local government, or Indian tribe;
  - ii. A foreign public entity;
  - iii. A domestic or foreign nonprofit organization;
  - iv. A domestic or foreign for-profit organization;
  - v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- b. Executive means officers, managing partners, or any other employees in management positions.
- c. Subaward:
  - i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. \_\_\_\_210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

d. Subrecipient means an entity that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

e. Total compensation means the cash and noncash dollar value earned by the executive during the

recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

i. Salary and bonus.

ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.

v. Above-market earnings on deferred compensation which is not tax-qualified.

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

**D. NON-DELINQUENCY on FEDERAL DEBT:** The Federal Debt Collection Procedures Act of 1990 (Act), 28 U.S.C. 3201(e), provides that an organization or individual that is indebted to the United States, and has a judgment lien filed against it, is ineligible to receive a Federal grant. CDC cannot award a grant unless the AOR of the applicant organization (or individual in the case of a Kirschstein-NRSA individual fellowship) certifies, by means of his/her signature on the application, that the organization (or individual) is not delinquent in repaying any Federal debt. If the applicant discloses delinquency on a debt owed to the Federal government, CDC may not award the grant until the debt is satisfied or satisfactory arrangements are made with the agency to which the debt is owed. In addition, once the debt is repaid or satisfactory arrangements made, CDC will take that delinquency into account when determining whether the applicant would be a responsible CDC grant recipient.

Anyone who has been judged to be in default on a Federal debt and who has had a judgment lien filed against him or her should not be listed as a participant in an application for a CDC grant until the judgment is paid in full or is otherwise satisfied. No funds may be used for or rebudgeted following an award to pay such an individual. CDC will disallow costs charged to awards that provide funds to individuals in violation of this Act.

These requirements apply to all types of organizations and awards, including foreign grants

**NOTE 11. AUDIT REQUIREMENT:** An organization that expends \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of OMB Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations. The audit must be completed along with a data collection form, and the reporting package shall be submitted within the earlier of 30 days after receipt of the auditor's report(s), or nine months after the end of the audit period.

The audit report must be sent to:  
Federal Audit Clearing House  
Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132

Should you have questions regarding the submission or processing of your Single Audit Package, contact the Federal Audit Clearinghouse at: (301) 763-1551, (800) 253-0696 or email: [govs.fac@census.gov](mailto:govs.fac@census.gov)

It is very helpful to CDC managers if the recipient sends a courtesy copy of completed audits and any management letters on a voluntary basis to the following address. EXHIBIT I

Centers for Disease Control and Prevention (CDC)  
ATTN: Audit Resolution, Mail Stop E-14  
2920 Brandywine Road  
Atlanta, GA 30341-4146

The grantee is to ensure that the sub-recipients receiving CDC funds also meet these requirements (if total Federal grant or cooperative agreement funds received exceed \$500,000). The grantee must also ensure that appropriate corrective action is taken within six months after receipt of the sub-recipient audit report in instances of non-compliance with Federal law and regulations. The grantee is to consider whether sub-recipient audits necessitate adjustment of the grantee's own accounting records. If a sub-recipient is not required to have a program-specific audit, the Grantee is still required to perform adequate monitoring of sub-recipient activities. The grantee is to require each sub-recipient to permit independent auditors to have access to the sub-recipient's records and financial statements. The grantee should include this requirement in all sub-recipient contracts.

**NOTE 12. PRIOR APPROVAL:** All requests, which require prior approval, must bear the signature of an authorized official of the business office of the grantee organization as well as the principal investigator or program or project director named on this notice of award. The request must be postmarked no later than 120 days prior to the end date of the current budget period and submitted with an original plus two copies. Any requests received that reflect only one signature will be returned to the grantee unprocessed. Additionally, any requests involving funding issues must include an itemized budget and a narrative justification of the request.

Prior approval is required but is not limited to the following types of requests: 1) Use of unobligated funds from prior budget period (Carryover); 2) Lift funding restriction, withholding, or disallowance, 3) Redirection of funds, 4) Change in Contractor/Consultant; 5) Supplemental funds; 6) Response to Technical Review or Summary Statement, 7) Change in Key Personnel, or 8) Liquidation Extensions.

**NOTE 13. CORRESPONDENCE:** ALL correspondence (including emails and faxes) regarding this award must be dated, identified with the AWARD NUMBER, and include a point of contact (name, phone, fax, and email). All correspondence should be addressed to the Grants Management Specialist listed below and submitted with an original plus two copies.

**NOTE 14. INVENTIONS:** Acceptance of grant funds obligates recipients to comply with the standard patent rights clause in 37 CFR 401.14.

**NOTE 15. PUBLICATIONS:** Publications, journal articles, etc. produced under a CDC grant support project must bear an acknowledgment and disclaimer, as appropriate, for example:

This publication (journal article, etc.) was supported by the Cooperative Agreement Number above from The Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention.

**NOTE 16. CANCEL YEAR.** 31 U.S.C. 1552(a) Procedure for Appropriation Accounts Available for Definite Periods states the following, On September 30th of the 5th fiscal year after the period of availability for obligation of a fixed year appropriation account ends, the account shall be closed and any remaining balances (whether obligated or unobligated) in the account shall be canceled and thereafter shall not be available for obligation or expenditure for any purpose. An example is provided below:

FY 2012 funds will expire September 30, 2017. All FY2012 funds should be drawn down and reported to Payment Management System (PMS) prior to September 30, 2017. After this date, corrections or cash requests will not be permitted.

**NOTE 17. CONFERENCE DISCLAIMER AND USE OF LOGOS:**

Disclaimer. If a conference is funded by a grant, cooperative agreement, sub-grant and/or a contract the recipient must include the following statement on conference materials, including promotional materials, agenda, and internet sites:



Funding for this conference was made possible (in part) by the Centers for Disease Control and Prevention. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.

**Logos.** Neither the HHS nor the CDC logo may be displayed if such display would cause confusion as to the conference source or give false appearance of Government endorsement. Use of the HHS name or logo is governed by U.S.C. 1320b-10, which prohibits misuse of the HHS name and emblem in written communication. A non-federal entity is unauthorized to use the HHS name or logo governed by U.S.C. 1320b-10. The appropriate use of the HHS logo is subject to review and approval of the Office of the Assistant Secretary for Public Affairs (OASPA). Moreover, the Office of the Inspector General has authority to impose civil monetary penalties for violations (42 C.F.R. Part 1003). Neither the HHS nor the CDC logo can be used on conference materials, under a grant, cooperative agreement, and contract or co-sponsorship agreement without the expressed, written consent of either the Project Officer or the Grants Management Officer. It is the responsibility of the grantee (or recipient of funds under a cooperative agreement) to request consent for use of the logo in sufficient detail to ensure a complete depiction and disclosure of all uses of the Government logos. In all cases for utilization of Government logos, the grantee must ensure written consent is received from the Project Officer and/or the Grants Management Officer.

**NOTE 18. EQUIPMENT AND PRODUCTS:** To the greatest extent practicable, all equipment and products purchased with CDC funds should be American-made. CDC defines equipment as tangible non-expendable personal property (including exempt property) charged directly to an award having a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit. However, consistent with recipient policy, a lower threshold may be established. Please provide the information to the Grants Management Officer to establish a lower equipment threshold to reflect your organization's policy.

The grantee may use its own property management standards and procedures provided it observes provisions of the following sections in the Office of Management and Budget (OMB) Circular A-110 and 45 CFR Part 92:

i. Office of Management and Budget (OMB) Circular A-110, Sections 31 through 37 provides the uniform administrative requirements for grants and agreements with institutions of higher education, hospitals, and other non-profit organizations. For additional information, please review the following website: <http://www.whitehouse.gov/omb/circulars/a110/a110.html>

ii. 45 CFR Parts 92.31 and 92.32 provides the uniform administrative requirements for grants and cooperative agreements to state, local and tribal governments. For additional information, please review the following website listed: [http://www.access.gpo.gov/nara/cfr/waisidx\\_03/45cfr92\\_03.html](http://www.access.gpo.gov/nara/cfr/waisidx_03/45cfr92_03.html)

**NOTE 19. PROGRAM INCOME:** Any program income generated under this cooperative agreement will be used in accordance with the additional cost alternative. The disposition of program income must have written prior approval from the Grants Management Officer.

**Additional Costs Alternative--**Used for costs that are in addition to the allowable costs of the project for any purposes that further the objectives of the legislation under which the cooperative agreement was made. General program income subject to this alternative shall be reported on lines 10r and 10s, as appropriate, of the FSR (Long Form).

**NOTE 20. KEY PERSONNEL:** In accordance with 45 CFR 92, CDC recipients shall obtain prior approvals from CDC for (1) change in the project director or principal investigator or other key persons specified in the application or award document, and (2) the absence for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.

**NOTE 21. TRAFFICKING IN PERSONS.** This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award terms and conditions, please review the following website: [http://www.cdc.gov/od/pgo/funding/grants/Award\\_Term\\_and\\_Condition\\_for\\_Trafficking\\_in\\_Persons.shtm](http://www.cdc.gov/od/pgo/funding/grants/Award_Term_and_Condition_for_Trafficking_in_Persons.shtm)

**NOTE 22. ACKNOWLEDGMENT OF FEDERAL SUPPORT:** When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

**NOTE 23. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA):** Pursuant to the Standards for Privacy of Individually Identifiable Health Information promulgated under the Health Insurance Portability and Accountability Act (HIPAA)(45 CFR Parts 160 and 164) covered entities may disclose protected health information to public health authorities authorized by law to collect or received such information for the purpose of preventing or controlling disease, injury, or disability, including, but not limited to, the reporting of disease, injury, vital events such as birth or death, and the conduct of public health surveillance, public health investigations, and public health interventions. The definition of a public health authority includes a person or entity acting under a grant of authority from or contract with such public agency. Through this agreement, the [Insert recipient Name] is acting under a grant of authority from CDC to carry out [Insert: Name of project/activity] which is authorized by [Insert: Statutory authority from Public Health Service Act, Comprehensive Environmental Response, Compensation, and Liability Act, or other legislation (this information should be provided by the awarding program)]. The CDC grants this authority to [Insert: partner name] for purposes of this project. Further, CDC considers this to be [Insert: type of public health activity, i.e. disease/injury reporting, vital events, surveillance, investigations, intervention, registry] for which disclosure of protected health information by covered entities is authorized by section 164.512(b)).

**NOTE 24. PAYMENT INFORMATION:** Automatic Drawdown (Direct/Advance Payments):

**PAYMENT INFORMATION:** Payment under this award will be made available through the Department of Health and Human Services (HHS) Payment Management System (PMS). PMS will forward instructions for obtaining payments.

a.) PMS correspondence, mailed through the U.S. Postal Service, should be addressed as follows:

Director, Division of Payment Management, OS/ASAM/PSC/FMS/DPM  
P.O. Box 6021  
Rockville, MD 20852

Phone Number: (877) 614-5533

Email: [PMSSupport@psc.gov](mailto:PMSSupport@psc.gov)

Website: [http://www.dpm.psc.gov/grant\\_recipient/shortcuts/shortcuts.aspx?explorer.event=true](http://www.dpm.psc.gov/grant_recipient/shortcuts/shortcuts.aspx?explorer.event=true)

Please NOTE: To obtain the contact information of DPM staff within respective Payment Branches refer to the links listed below:

University and Non-Profit Payment Branch:

[http://www.dpm.psc.gov/contacts/dpm\\_contact\\_list/univ\\_nonprofit.aspx?explorer.event=true](http://www.dpm.psc.gov/contacts/dpm_contact_list/univ_nonprofit.aspx?explorer.event=true)

Governmental and Tribal Payment Branch:

[http://www.dpm.psc.gov/contacts/dpm\\_contact\\_list/gov\\_tribal.aspx?explorer.event=true](http://www.dpm.psc.gov/contacts/dpm_contact_list/gov_tribal.aspx?explorer.event=true)

Cross Servicing Payment Branch:

[http://www.dpm.psc.gov/contacts/dpm\\_contact\\_list/cross\\_servicing.aspx](http://www.dpm.psc.gov/contacts/dpm_contact_list/cross_servicing.aspx)

International Payment Branch:

Bhavin Patel (301) 443-9188

NOTE: Mr. Patel is the only staff person designated to handle all of CDC's international cooperative agreements.

b.) If a carrier other than the U.S. Postal Service is used, such as United Parcel Service, Federal Express, or other commercial service, the correspondence should be addressed as follows:



US Department of Health and Human Services  
PSC/DFO/Division of Payment Management  
7700 Wisconsin Avenue ? 10th Floor  
Bethesda, MD 20814

To expedite your first payment from this award, attach a copy of the Notice of Grant/Cooperative Agreement to your payment request form.

**NOTE 25. ACCEPTANCE OF THE TERMS OF AN AWARD:**

By drawing or otherwise obtaining funds from the grant payment system, the recipient acknowledges acceptance of the terms and conditions of the award and is obligated to perform in accordance with the requirements of the award. If the recipient cannot accept the terms, the recipient should notify the Grants Management Officer.

**NOTE 26. CERTIFICATION STATEMENT:** By drawing down funds, Awardee certifies that proper financial management controls and accounting systems to include personnel policies and procedures have been established to adequately administer Federal awards and funds drawn down are being used in accordance with applicable Federal cost principles, regulations and Budget and Congressional intent of the President.

CDC Programmatic and Technical Contact:

Jeffrey Brock, Project Officer  
Telephone: 404-639-8015  
Email: IHU8@cdc.gov

**STAFF CONTACTS**

**Grants Management Specialist:** Angie Tuttle  
Centers for Disease Control and Prevention (CDC)  
Procurement and Grants Office  
2920 Brandywine Road, MS E-15  
Atlanta, GA 30341  
**Email:** atuttle@cdc.gov **Phone:** (770) 488-2863 **Fax:** (770) 488-2868

**Grants Management Officer:** Shirley Wynn  
Centers for Disease Control and Prevention  
Procurement and Grants Office  
Koger Center, Colgate Building  
2920 Brandywine Road, Mailstop K75  
Atlanta, GA 30341  
**Email:** zbx6@cdc.gov **Phone:** 770-488-1515 **Fax:** 770.488.2688

**SPREADSHEET SUMMARY**

**GRANT NUMBER:** 1U62PS003680-01

**INSTITUTION:** LOS ANGELES COUNTY PUBLIC HEALTH DEPT

<b>Budget</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Salaries and Wages	\$1,609,943				
Fringe Benefits	\$916,123				
Personnel Costs (Subtotal)	\$2,526,066				
Supplies	\$156,438				
Travel Costs	\$11,499				
Other Costs	\$18,528				
Consortium/Contractual Cost	\$4,558,072				
<b>TOTAL FEDERAL DC</b>	<b>\$7,270,603</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>

TOTAL	\$225,172					EXHIBIT I
FEDERAL F&A						
TOTAL COST	\$7,495,775	\$14,991,550	\$14,991,550	\$14,991,550	\$14,991,550	



**Grant Number:** 1U62PS003680-01 REVISED

**Principal Investigator(s):**  
MARIO PEREZ

**Project Title:** PS12-1201 COMPREHENSIVE HIV PREVENTION PROJECT FOR HEALTH DEPTS

MICHAEL GREEN  
COUNTY OF LOS ANGELES PUBLIC HEALTH DEPT.  
600 S. COMMONWEALTH AVENUE, 10TH FLOOR  
LOS ANGELES, CA 90005

**Award e-mailed to:** tduenas@ph.lacounty.gov

**Budget Period:** 01/01/2012 – 12/31/2012

**Project Period:** 01/01/2012 – 12/30/2017

Dear Business Official:

The Centers for Disease Control and Prevention hereby revises this award to reflect an increase in the amount of \$1,665,227 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to LOS ANGELES DEPARTMENT OF PUBLIC HEALTH in support of the above referenced project. This award is pursuant to the authority of 307,317K2 PHSA,42USC241,247BK2,PL108 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

DIANE FLOURNOY  
Grants Management Officer  
Centers for Disease Control and Prevention

Additional information follows

**Award Calculation (U.S. Dollars)**

Salaries and Wages	\$2,294,485
Fringe Benefits	\$1,303,360
Personnel Costs (Subtotal)	\$3,597,845
Supplies	\$180,026
Travel Costs	\$23,499
Other Costs	\$114,613
Consortium/Contractual Cost	\$4,770,063

Federal Direct Costs	\$8,686,046
Federal F&A Costs	\$474,956
Approved Budget	\$9,161,002
Federal Share	\$9,161,002
<b>TOTAL FEDERAL AWARD AMOUNT</b>	<b>\$9,161,002</b>

**AMOUNT OF THIS ACTION (FEDERAL SHARE)** \$1,665,227

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

02	\$14,991,550
03	\$14,991,550
04	\$14,991,550
05	\$14,991,550

**Fiscal Information:**

CFDA Number: 93.940  
 EIN: 1956000927A1  
 Document Number: UPS003680A

IC	CAN	2012	2013	2014	2015	2016
PS	9212854	\$1,665,227				
PS	9213704	\$6,266,540	\$14,991,550	\$14,991,550	\$14,991,550	\$14,991,550
PS	921Z9HC	\$1,229,235				

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
1	\$9,161,002	\$9,161,002
2	\$14,991,550	\$14,991,550
3	\$14,991,550	\$14,991,550
4	\$14,991,550	\$14,991,550
5	\$14,991,550	\$14,991,550

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project

**CDC Administrative Data:**

PCC: / OC: 4141 / Processed: ERAAPPS 02/29/2012

**SECTION II – PAYMENT/HOTLINE INFORMATION – 1U62PS003680-01 REVISED**

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they

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### **SECTION III – TERMS AND CONDITIONS – 1U62PS003680-01 REVISED**

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

This award is funded by the following list of institutes. Any papers published under the auspices of this award must cite the funding support of all institutes.

National Center For Hiv, Viral Hepatitis, Stds And Tb Prevention (PS)

**Treatment of Program Income:**  
Additional Costs

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### **SECTION IV – PS Special Terms and Conditions – 1U62PS003680-01 REVISED**

Funding Opportunity Announcement (FOA) Number: PS12-1201  
Award Number: 1 U62 PS003680-01 (Grantee: LOS ANGELES COUNTY PUBLIC HEALTH DEPT )  
ADDITIONAL TERMS AND CONDITIONS OF THIS AWARD

NOTE 1. PURPOSE: The purpose of this revised award is to approve 100% FY2012 funding for Category C of the Comprehensive HIV Prevention Program, PS12-1201.

NOTE 2. BUDGET PERIOD OF CATEGORY C: Year 01 (FY2012) budget period for category C is: March 1, 2012, through December 31, 2012. Funding for future years is subject to the availability of funds and programmatic progress.

NOTE 3. YEAR 01 (FY 2012) APPROVED FUNDING: This revised award approves 100% of Category C. The remaining 50% for Categories A and B (if applicable) will be awarded in a subsequent award.

NOTE 4. RESPONSE TO CATEGORY C SUMMARY STATEMENT: Attached to this revised award is a copy of the Summary Statement. The Summary Statement may include action items and recommendations that require a response. The due date for response to the action items and recommendations cited in the Summary Statement is: April 1, 2012. All responses must be electronically submitted as a PDF (Portable Document Format) to the CDC Technical Review Mailbox, TRPGO@CDC.GOV and a courtesy copy to your Grants Management Specialist and Project Officer listed below. The email should reference the FOA and Award Number listed above, and the response should include a signed cover letter signed by the key staff named on this award.

NOTE 5. REVISED BUDGET SPECIAL CONDITION: By April 1, 2012, the grantee must submit a revised budget with detailed narrative and justification with the response to Summary Statement, required above.

NOTE 6. REQUIRED CDC-SPONSORED TRAVEL: Grantee must ensure that appropriate Health Department and Community representatives attend required CDC-sponsored meetings and trainings. Grantees under this program are required to send at least 3 key staff to attend the Grantee Orientation meeting scheduled in March 26th through 28th, 2012. Details on this meeting will follow.



NOTE 8. RENT OR SPACE COSTS: Recipients are responsible for ensuring that all costs included in this proposal to establish billing or final indirect cost rates are allowable in accordance with the requirements of the Federal award(s) to which they apply and 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87). The recipient also has a responsibility to ensure sub-recipients expend funds in compliance with federal laws and regulations. Furthermore, it is the responsibility of the recipient to ensure rent is a legitimate direct cost line item which the recipient has supported in current and/or prior projects and these same costs have been treated as indirect costs that have not been claimed as direct costs. If rent is claimed as direct cost, the recipient must provide a narrative justification which describes their prescribed policy to include the effective date to the assigned Grants Management Specialist NOTED in Section IV. Staff Contacts. EXHIBIT II

**NOTE 9. REPORTING REQUIREMENTS:**

**A. ANNUAL FINANCIAL STATUS REPORT (FSR, SF 269 or SF 269A)/FEDERAL FINANCIAL REPORT (FFR):**

Disclaimer: As of February 2011, existing Financial Status Report (FSR) requirements will soon be replaced with the new Federal Financial Reporting (FFR) requirements. However, until informed FSR requirements will remain in effect.

1) ANNUAL FINANCIAL STATUS REPORT: The Annual Financial Status Report (FSR) is required and must be submitted 90 days after the end of each budget period. The FSR for this budget period is due to the Grants Management Specialist by March 31, 2013. Reporting timeframe is January 1, 2012, through December 31, 2012. The FSR should only include those funds authorized and disbursed during the timeframe covered by the report. If the FSR is not finalized by the due date, an interim FSR must be submitted, marked "NOT FINAL," and an amount of un-liquidated obligations should be annotated to reflect unpaid expenses. Electronic versions of the form can be downloaded into Adobe Acrobat and completed on-line by reviewing, <http://www.whitehouse.gov/omb/grants/sf269a.pdf> (short form).

Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to submit a letter explaining the reason and date by which the Grants Officer will receive the information.

The FSR is a requirement of this cooperative agreement and must be submitted and finalized every year of the project. The finalized FSR must be submitted within 12 months of the due date and should only be submitted electronically.

**B. PROGRESS REPORTING, SEMI-ANNUAL PROGRESS REPORTING:** Semi-annual progress reports are a requirement of this program. Ensure the Award and Program Announcement numbers shown above are on all reports.

1. Interim Progress Report (IPR) will serve as the non-competing continuation application. IPR reporting timeframe is (January 1, 2012, through June 30, 2012). A due date and specific IPR guidance will be provided at a later date; however, the IPR must contain the following:

- a. Status/Progress of Current Budget Period Goals and Objectives
- b. Also include key organizational changes, key staff changes, and an implementation plan for each activity.
- c. Current Budget Period Financial Progress and amount of estimated unobligated balances
- d. New Budget Period Program Proposed Activity Objectives and timelines
- e. Ensure Objectives are specific, measurable, appropriate, realistic, and time-phased.
- f. Measures of Effectiveness.
- g. Additional requested information.
- h. Detailed Line-Item Budget and Justification. Use the SF424 forms: [http://www.whitehouse.gov/omb/grants/grants\\_forms.html](http://www.whitehouse.gov/omb/grants/grants_forms.html). For the Budget details and justification follow the Budget Guidelines at: <http://www.cdc.gov/od/pgo/funding/grantmain.htm>.

2. Annual Progress Report (APR) will be due 90 days following the end of the budget period on March 31, 2013. Reporting timeframe is (January 1, 2012, through December 31, 2012). An original of the report must be mailed to the Grants Management Specialist by the due date. APR programmatic guidance will be provided at a later date; however, the APR must contain the following:



- a. A comparison of actual accomplishments to the goal established for the period
- b. The reasons for failure, if established goals were not met.
- c. Other pertinent information including, when appropriate, analysis and explanation of performance costs significantly higher than expected.

**NOTE 10. OTHER REPORTING REQUIREMENTS:**

**A. CENTRAL CONTRACTOR REGISTRATION AND UNIVERSAL IDENTIFIER**

**REQUIREMENTS:** All applicant organizations must obtain a DUN and Bradstreet (D&B) Data Universal Numbering System (DUNS) number as the Universal Identifier when applying for Federal grants or cooperative agreements. The DUNS number is a nine-digit number assigned by Dun and Bradstreet Information Services. An AOR should be consulted to determine the appropriate number. If the organization does not have a DUNS number, an AOR should complete the US D&B D-U-N-S Number Request Form or contact Dun and Bradstreet by telephone directly at 1-866-705-5711 (toll-free) to obtain one. A DUNS number will be provided immediately by telephone at no charge. NOTE this is an organizational number. Individual Program Directors/Principal Investigators do not need to register for a DUNS.

Additionally, all applicant organizations must register in the Central Contractor Registry (CCR) and maintain the registration with current information at all times during which it has an application under consideration for funding by CDC and, if an award is made, until a final financial report is submitted or the final payment is received, whichever is later. CCR is the primary registrant database for the Federal government and is the repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the CCR internet site at [www.ccr.gov](http://www.ccr.gov). If an award is granted, the grantee organization must notify potential sub-recipients that no organization may receive a subaward under the grant unless the organization has provided its DUNS number to the grantee organization.

**B. FEDERAL INFORMATION SECURITY MANAGEMENT ACT (FISMA):** All information systems, electronic or hard copy which contain federal data need to be protected from unauthorized access. This also applies to information associated with CDC grants. Congress and the OMB have instituted laws, policies and directives that govern the creation and implementation of federal information security practices that pertain specifically to grants and contracts. The current regulations are pursuant to the Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 Pub. L. No. 107-347.

FISMA applies to CDC grantees only when grantees collect, store, process, transmit or use information on behalf of HHS or any of its component organizations. In all other cases, FISMA is not applicable to recipients of grants, including cooperative agreements. Under FISMA, the grantee retains the original data and intellectual property, and is responsible for the security of this data, subject to all applicable laws protecting security, privacy, and research. If and when information collected by a grantee is provided to HHS, responsibility for the protection of the HHS copy of the information is transferred to HHS and it becomes the agency's responsibility to protect that information and any derivative copies as required by FISMA. For the full text of the requirements under Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 Pub. L. No. 107-347, please review the following website:  
[http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=107\\_cong\\_public\\_laws&docid=f:publ347.107.pdf](http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=107_cong_public_laws&docid=f:publ347.107.pdf)

**C. FEDERAL FUNDING ACCOUNTABILITY and TRANSPARENCY (FFATA):**

- (X) FFATA DOES APPLY. THE GRANTEE MUST FOLLOW THIS SECTION  
 ( ) FFATA DOES NOT APPLY ? THE GRANTEE MAY SKIP THIS SECTION

Pursuant to A-133 (see ?\_\_\_\_.205(h) and ?\_\_\_\_.205(i)), a grant sub-award includes the provision of any commodities (food and non-food) to the sub-recipient where the sub-recipient is required to abide by terms and conditions regarding the use or future administration of those goods. If the sub-awardee merely consumes or utilizes the goods, the commodities are not in and of themselves considered sub-awards.

In accordance with 2 CFR Chapter 1, Part 170 REPORTING SUB-AWARD AND EXECUTIVE COMPENSATION INFORMATION, Prime Awardees awarded a federal grant are required to file

**1. Reporting of first-tier subawards.**

**Applicability.** Unless you are exempt as provided in paragraph D. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111?5) for a subaward to an entity (see definitions in paragraph E. of this award term).

**Where and when to report.** You must report each obligating action described in paragraph A.1. of this award term to <http://www.fsrs.gov>.

For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010).

**What to report.** You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

**2. Reporting Total Compensation of Recipient Executives.**

**Applicability and what to report.** You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if:

- i. The total Federal funding authorized to date under this award is \$25,000 or more;
- ii. In the preceding fiscal year, you received:
  - (a) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
  - (b) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
- iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>).

**Where and when to report.** You must report executive total compensation described in paragraph A.1. of this award term:

- i. As part of your registration profile at <http://www.ccr.gov>.
- ii. By the end of the month following the month in which this award is made, and annually thereafter.

**3. Reporting of Total Compensation of Subrecipient Executives.**

**Applicability and what to report.** Unless you are exempt as provided in paragraph D. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient?s five most highly compensated executives for the subrecipient?s preceding completed fiscal year, if:

In the subrecipient?s preceding fiscal year, the subrecipient received:

- (a) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
- (b) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>). EXHIBIT II

Where and when to report. You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

To the recipient, by the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

4. Exemptions: If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report: Subawards and the total compensation of the five most highly compensated executives of any subrecipient.

5. Definitions. For purposes of this award term:

a. Entity means all of the following, as defined in 2 CFR part 25:

i. A Governmental organization, which is a State, local government, or Indian tribe;

ii. A foreign public entity;

iii. A domestic or foreign nonprofit organization;

iv. A domestic or foreign for-profit organization;

v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

b. Executive means officers, managing partners, or any other employees in management positions.

c. Subaward:

i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. \_\_\_\_210 of the attachment to OMB Circular A7133, ??Audits of States, Local Governments, and Non-Profit Organizations??).

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

d. Subrecipient means an entity that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

e. Total compensation means the cash and noncash dollar value earned by the executive during the

recipient?s or subrecipient?s preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

i. Salary and bonus.

ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.

v. Above-market earnings on deferred compensation which is not tax-qualified.

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

D. NON-DELINQUENCY on FEDERAL DEBT: The Federal Debt Collection Procedures Act of 1990 (Act), 28 U.S.C. 3201(e), provides that an organization or individual that is indebted to the United States, and has a judgment lien filed against it, is ineligible to receive a Federal grant. CDC cannot award a grant unless the AOR of the applicant organization (or individual in the case

of a Kirschstein-NRSA individual fellowship) certifies, by means of his/her signature on the application, that the organization (or individual) is not delinquent in repaying any Federal debt. If the applicant discloses delinquency on a debt owed to the Federal government, CDC may not award the grant until the debt is satisfied or satisfactory arrangements are made with the agency to which the debt is owed. In addition, once the debt is repaid or satisfactory arrangements made, CDC will take that delinquency into account when determining whether the applicant would be a responsible CDC grant recipient. EXHIBIT II

Anyone who has been judged to be in default on a Federal debt and who has had a judgment lien filed against him or her should not be listed as a participant in an application for a CDC grant until the judgment is paid in full or is otherwise satisfied. No funds may be used for or rebudgeted following an award to pay such an individual. CDC will disallow costs charged to awards that provide funds to individuals in violation of this Act.

These requirements apply to all types of organizations and awards, including foreign grants

**NOTE 11. AUDIT REQUIREMENT:** An organization that expends \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of OMB Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations. The audit must be completed along with a data collection form, and the reporting package shall be submitted within the earlier of 30 days after receipt of the auditor's report(s), or nine months after the end of the audit period.

The audit report must be sent to:  
Federal Audit Clearing House  
Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132

Should you have questions regarding the submission or processing of your Single Audit Package, contact the Federal Audit Clearinghouse at: (301) 763-1551, (800) 253-0696 or email: [govs.fac@census.gov](mailto:govs.fac@census.gov)

It is very helpful to CDC managers if the recipient sends a courtesy copy of completed audits and any management letters on a voluntary basis to the following address.

Centers for Disease Control and Prevention (CDC)  
ATTN: Audit Resolution, Mail Stop E-14  
2920 Brandywine Road  
Atlanta, GA 30341-4146

The grantee is to ensure that the sub-recipients receiving CDC funds also meet these requirements (if total Federal grant or cooperative agreement funds received exceed \$500,000). The grantee must also ensure that appropriate corrective action is taken within six months after receipt of the sub-recipient audit report in instances of non-compliance with Federal law and regulations. The grantee is to consider whether sub-recipient audits necessitate adjustment of the grantee's own accounting records. If a sub-recipient is not required to have a program-specific audit, the Grantee is still required to perform adequate monitoring of sub-recipient activities. The grantee is to require each sub-recipient to permit independent auditors to have access to the sub-recipient's records and financial statements. The grantee should include this requirement in all sub-recipient contracts.

**NOTE 12. PRIOR APPROVAL:** All requests, which require prior approval, must bear the signature of an authorized official of the business office of the grantee organization as well as the principal investigator or program or project director named on this notice of award. The request must be postmarked no later than 120 days prior to the end date of the current budget period and submitted with an original plus two copies. Any requests received that reflect only one signature will be returned to the grantee unprocessed. Additionally, any requests involving funding issues must include an itemized budget and a narrative justification of the request.

Prior approval is required but is not limited to the following types of requests: 1) Use of unobligated funds from prior budget period (Carryover); 2) Lift funding restriction, withholding, or disallowance, 3) Redirection of funds, 4) Change in Contractor/Consultant; 5) Supplemental funds; 6) Response to Technical Review or Summary Statement, 7) Change in Key Personnel, or 8) Liquidation Extensions.

**NOTE 13. CORRESPONDENCE:** ALL correspondence (including emails and faxes) regarding this award must be dated, identified with the AWARD NUMBER, and include a point of contact (name, phone, fax, and email). All correspondence should be addressed to the Grants Management Specialist listed below and submitted with an original plus two copies. **EXHIBIT II**

**NOTE 14. INVENTIONS:** Acceptance of grant funds obligates recipients to comply with the standard patent rights clause in 37 CFR 401.14.

**NOTE 15. PUBLICATIONS:** Publications, journal articles, etc. produced under a CDC grant support project must bear an acknowledgment and disclaimer, as appropriate, for example:

This publication (journal article, etc.) was supported by the Cooperative Agreement Number above from The Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention.

**NOTE 16. CANCEL YEAR.** 31 U.S.C. 1552(a) Procedure for Appropriation Accounts Available for Definite Periods states the following, On September 30th of the 5th fiscal year after the period of availability for obligation of a fixed year appropriation account ends, the account shall be closed and any remaining balances (whether obligated or unobligated) in the account shall be canceled and thereafter shall not be available for obligation or expenditure for any purpose. An example is provided below:

FY 2012 funds will expire September 30, 2017. All FY2012 funds should be drawn down and reported to Payment Management System (PMS) prior to September 30, 2017. After this date, corrections or cash requests will not be permitted.

**NOTE 17. CONFERENCE DISCLAIMER AND USE OF LOGOS:**

**Disclaimer.** If a conference is funded by a grant, cooperative agreement, sub-grant and/or a contract the recipient must include the following statement on conference materials, including promotional materials, agenda, and internet sites:

Funding for this conference was made possible (in part) by the Centers for Disease Control and Prevention. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily do not reflect the official policies of the Department of Health and Human Services, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.

**Logos.** Neither the HHS nor the CDC logo may be displayed if such display would cause confusion as to the conference source or give false appearance of Government endorsement. Use of the HHS name or logo is governed by U.S.C. 1320b-10, which prohibits misuse of the HHS name and emblem in written communication. A non-federal entity is unauthorized to use the HHS name or logo governed by U.S.C. 1320b-10. The appropriate use of the HHS logo is subject to review and approval of the Office of the Assistant Secretary for Public Affairs (OASPA). Moreover, the Office of the Inspector General has authority to impose civil monetary penalties for violations (42 C.F.R. Part 1003). Neither the HHS nor the CDC logo can be used on conference materials, under a grant, cooperative agreement, and contract or co-sponsorship agreement without the expressed, written consent of either the Project Officer or the Grants Management Officer. It is the responsibility of the grantee (or recipient of funds under a cooperative agreement) to request consent for use of the logo in sufficient detail to ensure a complete depiction and disclosure of all uses of the Government logos. In all cases for utilization of Government logos, the grantee must ensure written consent is received from the Project Officer and/or the Grants Management Officer.

**NOTE 18. EQUIPMENT AND PRODUCTS:** To the greatest extent practicable, all equipment and products purchased with CDC funds should be American-made. CDC defines equipment as tangible non-expendable personal property (including exempt property) charged directly to an award having a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit. However, consistent with recipient policy, a lower threshold may be established. Please provide the information to the Grants Management Officer to establish a lower equipment threshold to reflect your organization's policy.



The grantee may use its own property management standards and procedures provided it observes provisions of the following sections in the Office of Management and Budget (OMB) Circular A-110 and 45 CFR Part 92: EXHIBIT II

i. Office of Management and Budget (OMB) Circular A-110, Sections 31 through 37 provides the uniform administrative requirements for grants and agreements with institutions of higher education, hospitals, and other non-profit organizations. For additional information, please review the following website: <http://www.whitehouse.gov/omb/circulars/a110/a110.html>

ii. 45 CFR Parts 92.31 and 92.32 provides the uniform administrative requirements for grants and cooperative agreements to state, local and tribal governments. For additional information, please review the following website listed:  
[http://www.access.gpo.gov/nara/cfr/waisidx\\_03/45cfr92\\_03.html](http://www.access.gpo.gov/nara/cfr/waisidx_03/45cfr92_03.html)

**NOTE 19. PROGRAM INCOME:** Any program income generated under this cooperative agreement will be used in accordance with the additional cost alternative. The disposition of program income must have written prior approval from the Grants Management Officer.

**Additional Costs Alternative--**Used for costs that are in addition to the allowable costs of the project for any purposes that further the objectives of the legislation under which the cooperative agreement was made. General program income subject to this alternative shall be reported on lines 10r and 10s, as appropriate, of the FSR (Long Form).

**NOTE 20. KEY PERSONNEL:** In accordance with 45 CFR 92, CDC recipients shall obtain prior approvals from CDC for (1) change in the project director or principal investigator or other key persons specified in the application or award document, and (2) the absence for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.

**NOTE 21. TRAFFICKING IN PERSONS.** This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award terms and conditions, please review the following website:  
[http://www.cdc.gov/od/pgo/funding/grants/Award\\_Term\\_and\\_Condition\\_for\\_Trafficking\\_in\\_Persons.shtm](http://www.cdc.gov/od/pgo/funding/grants/Award_Term_and_Condition_for_Trafficking_in_Persons.shtm)

**NOTE 22. ACKNOWLEDGMENT OF FEDERAL SUPPORT:** When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

**NOTE 23. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA):** Pursuant to the Standards for Privacy of Individually Identifiable Health Information promulgated under the Health Insurance Portability and Accountability Act (HIPAA)(45 CFR Parts 160 and 164) covered entities may disclose protected health information to public health authorities authorized by law to collect or received such information for the purpose of preventing or controlling disease, injury, or disability, including, but not limited to, the reporting of disease, injury, vital events such as birth or death, and the conduct of public health surveillance, public health investigations, and public health interventions. The definition of a public health authority includes a person or entity acting under a grant of authority from or contract with such public agency. Through this agreement, the [Insert recipient Name] is acting under a grant of authority from CDC to carry out [Insert: Name of project/activity] which is authorized by [Insert: Statutory authority from Public Health Service Act, Comprehensive Environmental Response, Compensation, and Liability Act, or other legislation (this information should be provided by the awarding program)]. The CDC grants this authority to [Insert: partner name] for purposes of this project. Further, CDC considers this to be [Insert: type of public health activity, i.e. disease/injury reporting, vital events, surveillance, investigations, intervention, registry] for which disclosure of protected health information by covered entities is authorized by section 164.512(b)).

**NOTE 24. PAYMENT INFORMATION:** Automatic Drawdown (Direct/Advance Payments):

**PAYMENT INFORMATION:** Payment under this award will be made available through the **EXHIBIT II** Department of Health and Human Services (HHS) Payment Management System (PMS). PMS will forward instructions for obtaining payments.

a.) PMS correspondence, mailed through the U.S. Postal Service, should be addressed as follows:

Director, Division of Payment Management, OS/ASAM/PSC/FMS/DPM  
P.O. Box 6021  
Rockville, MD 20852

Phone Number: (877) 614-5533

Email: [PMSSupport@psc.gov](mailto:PMSSupport@psc.gov)

Website: [http://www.dpm.psc.gov/grant\\_recipient/shortcuts/shortcuts.aspx?explorer.event=true](http://www.dpm.psc.gov/grant_recipient/shortcuts/shortcuts.aspx?explorer.event=true)

Please NOTE: To obtain the contact information of DPM staff within respective Payment Branches refer to the links listed below:

University and Non-Profit Payment Branch:

[http://www.dpm.psc.gov/contacts/dpm\\_contact\\_list/univ\\_nonprofit.aspx?explorer.event=true](http://www.dpm.psc.gov/contacts/dpm_contact_list/univ_nonprofit.aspx?explorer.event=true)

Governmental and Tribal Payment Branch:

[http://www.dpm.psc.gov/contacts/dpm\\_contact\\_list/gov\\_tribal.aspx?explorer.event=true](http://www.dpm.psc.gov/contacts/dpm_contact_list/gov_tribal.aspx?explorer.event=true)

Cross Servicing Payment Branch:

[http://www.dpm.psc.gov/contacts/dpm\\_contact\\_list/cross\\_servicing.aspx](http://www.dpm.psc.gov/contacts/dpm_contact_list/cross_servicing.aspx)

International Payment Branch:

Bhavin Patel (301) 443-9188

NOTE: Mr. Patel is the only staff person designated to handle all of CDC's international cooperative agreements.

b.) If a carrier other than the U.S. Postal Service is used, such as United Parcel Service, Federal Express, or other commercial service, the correspondence should be addressed as follows:

US Department of Health and Human Services  
PSC/DFO/Division of Payment Management  
7700 Wisconsin Avenue ? 10th Floor  
Bethesda, MD 20814

To expedite your first payment from this award, attach a copy of the Notice of Grant/Cooperative Agreement to your payment request form.

**NOTE 25. ACCEPTANCE OF THE TERMS OF AN AWARD:**

By drawing or otherwise obtaining funds from the grant payment system, the recipient acknowledges acceptance of the terms and conditions of the award and is obligated to perform in accordance with the requirements of the award. If the recipient cannot accept the terms, the recipient should notify the Grants Management Officer.

**NOTE 26. CERTIFICATION STATEMENT:** By drawing down funds, Awardee certifies that proper financial management controls and accounting systems to include personnel policies and procedures have been established to adequately administer Federal awards and funds drawn down are being used in accordance with applicable Federal cost principles, regulations and Budget and Congressional intent of the President.

**CDC Programmatic and Technical Contact:**

Jeffrey Brock, Project Officer  
Telephone: 404-639-8015  
Email: [IHU8@cdc.gov](mailto:IHU8@cdc.gov)

**STAFF CONTACTS**

**Grants Management Specialist:** Angie Tuttle



Centers for Disease Control and Prevention (CDC)  
 Procurement and Grants Office  
 2920 Brandywine Road, MS E-15  
 Atlanta, GA 30341  
**Email:** atuttle@cdc.gov **Phone:** (770) 488-2863 **Fax:** (770) 488-2868

EXHIBIT II

**Grants Management Officer:** Diane Flournoy  
 Centers for Disease Control and Prevention  
 OCOO PGO  
 1600 Clifton Road; MS: E09  
 Atlanta, GA 30333  
**Email:** dmfb6@cdc.gov **Phone:** 770-488-2072 **Fax:** 770-488-2688

**SPREADSHEET SUMMARY**

**GRANT NUMBER:** 1U62PS003680-01 REVISED

**INSTITUTION:** LOS ANGELES COUNTY PUBLIC HEALTH DEPT

<b>Budget</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Salaries and Wages	\$2,294,485				
Fringe Benefits	\$1,303,360				
Personnel Costs (Subtotal)	\$3,597,845				
Supplies	\$180,026				
Travel Costs	\$23,499				
Other Costs	\$114,613				
Consortium/Contractual Cost	\$4,770,063				
<b>TOTAL FEDERAL DC</b>	<b>\$8,686,046</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>
<b>TOTAL FEDERAL F&amp;A</b>	<b>\$474,956</b>				
<b>TOTAL COST</b>	<b>\$9,161,002</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>	<b>\$14,991,550</b>

## COUNTY PERSONNEL FULL TIME EQUIVALENTS

### 24 Full Time Equivalent (FTE) Positions

#### 1. **Public Health Investigator (13 FTEs)**

These positions will conduct investigations to locate cases and contacts of tuberculosis, sexually transmitted disease or other communicable diseases by interviewing patients to determine contacts, locating and tracing contacts, and convincing them to voluntarily seek diagnosis and treatment as required by applicable public health laws. The positions will also transport patients in connection with the enforcement of legal orders pertaining to the isolation of such patients in a given hospital or institution. The Public Health Investigator positions will report to a Supervising, Public Health Investigator.

#### 2. **Supervising, Public Health Investigator (4 FTEs)**

These positions will supervise the investigative services and activities of Public Health Investigator staff involved in communicable disease investigations and the enforcement of laws, ordinances, and regulations for the control of communicable and non-communicable diseases. The Supervising, Public Health Investigator positions will report to a Public Health Investigator Manager.

#### 3. **Staff Analyst, Health (3 FTEs)**

One position will oversee and conduct complex solicitation process for Division of HIV and STD Programs including development, finalization, and distribution of solicitation documents; facilitation of proposer's conference and issuance of addenda; receipt of proposals; development of evaluation documents and facilitation of evaluation process; facilitation of debriefing and proposed contractor selection review to ensure compliance with County protest policy; and notification regarding award recommendations. This position will report to the Chief of Planning.

One position will provide leadership and oversight for the development, implementation, management and evaluation of special projects for HIV and Sexually Transmitted Disease prevention services. This position will report to a Senior Staff Analyst, Health.

One position will manage and evaluate Los Angeles County's (County) investment in unique HIV prevention strategies to determine ways and means to reduce new infections of HIV/AIDS in the County and raise awareness around the danger of substance use and the strong association with HIV. This position will report to a Senior Staff Analyst, Health.

#### 4. **Research Analyst III (2 FTEs)**

These positions will be responsible for planning, conducting, interpreting, and evaluating HIV related health services research including program evaluation, data analysis, and designing and conducting health disparities and comparative effective research and will monitor HIV data systems to ensure the County's HIV/STD prevention and treatment objectives are being met.

#### 5. **Information Systems Analyst II - 1 FTE**

This position will provide overall information technology support for the HIV Testing Services data collection system which captures all Division of HIV and STD Programs supported HIV testing data from scannable paper forms or from electronic data records. The Information Systems Analyst II will report to the Chief Research Analyst.

#### 6. **Public Information Representative (1 FTE)**

This position will be responsible for managing the Division of HIV and STD Programs' communications pertaining to external and internal communications such as websites, social marketing and media campaigns and will develop and prepare press release and community/provider communications, related to HIV prevention.

**Los Angeles County Chief Executive Office  
Grant Management Statement for Grants Exceeding \$100,000**

**Department:** Public Health – Division of HIV and STD Programs

**Grant Project Title and Description:** Comprehensive HIV Prevention Planning Projects For Health Departments

The purpose of the Comprehensive HIV Prevention Planning (CHPP) Projects for Health Departments is to support implementation of high impact, comprehensive HIV prevention programs to achieve maximum impact on reducing new HIV infections. The CHPP Project focuses on addressing the national HIV epidemic, reducing new infections, increasing access to care, improving health outcomes for people living with HIV, and promoting health equity.

<b>Funding Agency:</b>	<b>Program (Fed. Grant #State Bill or Code #):</b>	<b>Grant Acceptance Deadline:</b>
Department of Health and Human Services – Centers for Disease Control and Prevention (CDC)	Grant Number: 1U62PS003680-01, 1U62PS003680-01 Revised	Not applicable.

**Total Amount of Grant Funding:** \$9,161,002      **County Match Requirements:** None  
**Grant Period:**      **Begin Date:** 01/01/2012      **End Date:** 12/31/2012  
**Number of Personnel Hired Under this Grant:**      **Full Time:** 24      **Part Time:** 0

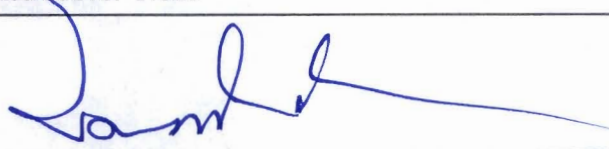
**Obligations Imposed on the County When the Grant Expires**

- Will all personnel hired for this program be informed this is a grant funded program?      Yes ☒ No ☐
- Will all personnel hired for this program be placed on temporary "N" items?      Yes ☒ No ☐
- Is the County obligated to continue this program after the grant expires      Yes ☐ No ☒
- If the County is not obligated to continue this program after the grant expires, the Department will:
- a). Absorb the program cost without reducing other services      Yes ☐ No ☒
- b). Identify other revenue sources      Yes ☐ No ☒
- (Describe)
- c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant      Yes ☒ No ☐

Impact of additional personnel on existing space: None

Other requirements not mentioned above: None

Department Head Signature



Date

5/29/12